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FM COMNAVRESFOR//N1//

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MSGID/GENADMIN/COMNAVRESFORCOM//

SUBJ/RESERVE JOURNALIST AND PHOTOGRAPHERS MATE RATINGS MANAGEMENT
/AND ASSIGNMENT//

REF/A/DOC/COMNAVRESFORINST 1001.5D/02OCT2002//

REF/B/MSG/COMNAVRESFOR/30JAN2004//

NARR/REF A IS COMNAVRESFORINST 1001.5D, ADMINISTRATIVE PROCEDURES
FOR THE DRILLING RESERVE AND PARTICIPATING MEMBERS OF THE INDIVIDUAL
READY RESERVE (IRR). REF B PROVIDES AUTHORITY FOR CHINFO TO EXECUTE
ACTIVE DUTY MANAGEMENT OF THE RESERVE PUBLIC AFFAIRS PROGRAM, TO
INCLUDE THE JOURNALIST AND PHOTOGRAPHER'S MATE RATINGS.//

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RMKS/1. GUIDANCE IN REF (A) OUTLINING BILLET ASSIGNMENT PROCEDURES
FOR SELRES JOURNALISTS AND PHOTOGRAPHER'S MATES STILL APPLIES.
EFFECTIVE IMMEDIATELY, THE CHIEF OF INFORMATION HAS ASSUMED BILLET
ASSIGNMENT/DETAILING RESPONSIBILITIES FOR ALL JOURNALISTS AND
PHOTOGRAPHER'S MATES (E1 TO E9). PER REF (B), THIS CHANGE WAS
IMPLEMENTED IN SUPPORT OF ACTIVE RESERVE INTEGRATION (ARI) AND TO
OBTAIN EFFICIENCIES WITHIN THE OVERALL ORGANIZATION. ON 1 OCTOBER
2004, THE PUBLIC AFFAIRS COMMUNITY WILL IMPLEMENT NEW ALIGNMENT FOR
ALL BILLETS WITHIN ITS PURVIEW.

2. ENLISTED DUTY PREFERENCE PROCEDURES: ALL JOURNALISTS AND
PHOTOGRAPHER'S MATES MUST LOG ON TO THE NAVY KNOWLEDGE ONLINE (NKO)
WEBSITE TO OBTAIN INFORMATION ON AVAILABLE BILLETS/LOCATIONS AND TO
SUBMIT A DUTY PREFERENCE FORM. THE LOCATION OF THE INFORMATION IS:
[HTTPS://WWW.NKO.NAVY.MIL](https://www.nko.navy.mil). CLICK ON LEARNING CENTERS, THEN CLICK ON
SERVICE SUPPORT, THEN CLICK ON THE MEDIA RATINGS ICON AT THE TOP OF
THE PAGE. THE INFORMATION PROVIDED ON THE WEB PAGE INCLUDES FOUR
FILES: CO/XO FEEDBACK FORM, JO-PH DUTY PREFERENCE FORM, JO-PH
BILLETS, AND UNIT REQUIREMENTS. THE DEADLINE FOR DUTY PREFERENCE
SUBMISSION IS 29 JULY 2004. ALL SUBMISSIONS ARE TO BE E-MAILED TO:
JO-PH.BILLETS@NAVY.MIL.

3. A DETAILING BOARD WILL BE CONDUCTED FROM 16-20 AUGUST 2004 IN
MILLINGTON TO SLATE PERSONNEL INTO THE 276 NEW BILLETS THAT WILL GO
INTO EFFECT 01 OCTOBER 2004. THERE ARE CURRENTLY APPROXIMATELY 460
PERSONNEL IN THE TWO RATINGS. THOSE WHO DO NOT SCREEN FOR ONE OF
THE 276 BILLETS WILL BE RETAINED IN IAP STATUS AND CONTINUE TO
DRILL WITH THEIR CURRENT RESERVE UNITS AND CENTERS IAW NAVY RESERVE
POLICY AND PROCEDURES. ADDITIONALLY, THOSE WHO DO NOT SCREEN FOR A
BILLET WILL BE MAINTAINED ON A ROSTER FOR POSSIBLE SLATING INTO
BILLETS IN THE FUTURE AS THEY BECOME AVAILABLE. MEMBERS SELECTED
INTO THE NEW PUBLIC AFFAIRS COMMUNITY WILL AUTOMATICALLY BE ASSIGNED
TWO-YEAR PRDS.

4. RESERVE CENTER CO ACTION: ALL COMMANDING OFFICERS, OFFICERS IN
CHARGE AND DIRECTORS OF UNITS THAT HAVE JOURNALISTS AND/OR
PHOTOGRAPHER'S MATES ATTACHED MUST CONTACT EACH AND INFORM THEM OF

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THE CONTENTS OF THIS MESSAGE AND ADVISE THEM ON THE DEADLINE FOR SUBMITTING DUTY PREFERENCE INFORMATION. ADDITIONALLY, INDIVIDUAL UNIT COMMANDING OFFICERS, OFFICERS IN CHARGE OR DIRECTORS ARE ENCOURAGED TO PROVIDE, IN NARRATIVE FORMAT, INFORMATION ON THE JOURNALISTS AND/OR PHOTOGRAPHER'S MATES ASSIGNED TO THEIR UNITS. THE FORM FOR CO/XO SUBMISSION IS POSTED ON NKO AND WILL ADDITIONALLY BE PROVIDED VIA E-MAIL FROM CNRFC N1 AND CNRFC N02P. INPUT WILL BE ACCEPTED FROM COMMANDING OFFICERS OR EXECUTIVE OFFICERS ONLY. THE INPUT SHOULD INDICATE RETAIN OR NOT RETAIN IN THE PUBLIC AFFAIRS COMMUNITY, AND GENERAL COMMENTS ABOUT THEIR PERFORMANCE. THIS INFORMATION WILL BE USED, IN CONJUNCTION WITH THE MEMBER'S SERVICE RECORD, TO DETERMINE ELIGIBILITY FOR A BILLET IN THE NEWLY ALIGNED PUBLIC AFFAIRS COMMUNITY.

5. NOTIFICATION: ONCE THE DETAILING PROCESS IS COMPLETE, MEMBERS WILL BE NOTIFIED DIRECTLY FROM CHINFO.

6. POCS ARE: U.S. FLEET FORCES COMMAND (N02P1C) IS: JOC(SW/AW) GREGG SNAZA, GREGG.SNAZA@NAVY.MIL, (757) 836-4429, FLEET JOURNALIST; OR JOC DICK GORHAM, DICK.GORHAM@UCONN.EDU, (860) 486-2161, SENIOR ENLISTED ADVISOR TO THE RESERVE CHIEF OF INFORMATION.

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